

INDETERMINATE SENTENCE REVIEW BOARD
BOARD MEETING
SUMMARY MINUTES

Monday, April 10, 2023

A regular meeting of the Indeterminate Sentence Review Board (ISRB) was held whose office is located at 637 Woodland Square Loop SE, Lacey, WA 98504. The meeting started at 9:00 a.m.

Board Members:

Kecia Rongen
Lori Ramsdell-Gilkey
Jeff Patnode
Elyse Balmert
Jill Getty

Staff:

Corey McNally, Executive Director	Rebecca Torrence, Executive Assistant
Heather Duell, Admin. Assistant III	Kerri McNeil, Victim Liaison
Ronda DeBower, Records Supervisor	Monika Fields, Hearing Investigator III
Kristi Busch, Hearing Investigator III	Christine Hunter, Correctional Records Technician
Ron Frederick, Hearing Investigator III	Vilayvanh Janis, Correctional Records Technician
Matt Frank Hearing Investigator III	Theresa Hinds, Hearing Investigator III
Kathleen Trombley, Program Specialist III	Nadine Tucker, Correctional Records Technician
Ji Soo Shin, Admin. Assistant I	Sarah Lykes, Office Assistant

Guest (via Teams):

Thea Mounts, Chief Data Officer

I. Board and Staff Discussion:

- Hearing Calendars through July 2023 was reviewed and updated.
- Monthly Data Report was reviewed.

ISRB MONTHLY DATA REPORT

	Mar-23
RELEASE HEARINGS	49
VIOLATION HEARINGS IN-PERSON:	16
VIOLATION HEARINGS OUT OF CUSTODY:	0
TOTAL HEARINGS	65
REVOKED:	7

REINSTATED:	3
CONTINUED ON ACTIVE STATUS:	0
PENDING:	6
CONTINUED:	1
SUSPENDED @ HEARING	0
Sched New Hearing - New Info:	0
ADMINISTRATIVE REINSTATEMENTS:	0
LETTERS TO VICTIMS/SURVIVORS:	110
EMAILS TO VICTIMS/SURVIVORS:	15
MAIL RETURN:	20
SUMMARIES PROVIDED	18
HEARINGS ATTENDED:	0
VICTIM SURVIVOR MEETINGS:	4
EXCLUSION ZONE CONDITION REQUESTS:	1
EXCLUSION ZONE RE-VERIFICATIONS:	7
REFRAIN FROM CONTACT REQUESTS:	0
ORPs APPROVED:	27
RELEASE FROM NON-BOARD CAUSE:	3
ORPs DENIED:	9
RELEASES CANCELLED/SUSPENDED:	0
ICOTS:	0
FINALS ISSUED:	2
STIPULATED AGREEMENTS:	27
BOARD WARNINGS FY23 - Jan - Mar	3

II. Chairs Report:

- Welcome to Corey McNally our new Executive Director!
- Two ISRB Process Decisions were reviewed and discussed for clarification. Edits will be made.
 - ISRB Process Decision-Criteria for scheduling a new hearing.
 - ISRB Process Decision-Approving overnight visits with someone with minor children.
- Quarterly Data Report, which is pulled by our RDA staff was reviewed and discussed.
- The ISRB staff have been working on updating the ISRB Mission, Visions and Values as well as Strategic Planning for 2023-2025. Ms. Rongen thanked staff for participating in the work on February 9th with Stellar and Associates. They have been key to the success in this process. Staff reviewed the report that Stellar and Associates provided from that work.

- The Mission, Vision and Values were updated with two modifications based on input from Staff and Board. They are an expansion on our diversity value and adding “evidence-based” in our Mission Statement:
 - Practicing diversity, equity, inclusion, and respect of all individuals.
 - The ISRB makes informed evidence-based decisions essential to public safety regarding the confinement or release of individuals under its jurisdiction.
 - The four priorities areas that the Board and Staff identified to work on for the next 1-3 years were: Internal/External Communication, implementing further the Structured Decision-Making Framework and data collection to tell our story. The Board has decided on the Internal/External Communication will be our focus for the upcoming year.

- Staff from the Kentucky Department of Corrections will be here at the end of June 2023 to learn about our Structured Decision-Making Framework; observe hearings and attend the Board Meeting.

III. **Board Meeting Minutes** – The Board Meeting Minutes dated March 13, 2023, and March 27, 2023, were reviewed and approved.

IV. **Executive Director Report** – Nothing to report.

V. **Board Member Reports:**

- Ms. Balmert reported that the dockets are full this week.
- Mrs. Ramsdell-Gilkey reported out what to look forward to for the staff attending APAI in Kansas City, Missouri.

VI. **RCW 9.95.422 Case Deliberations**

- LIBBY, Marion 906619

Separate minutes will be published to the website.

VIII. **Closed Session**

- Cases were discussed.
- Individual Release Plans-The Board revised a document for incarcerated individuals to complete prior to their hearing. This will be sent out with Hearing Notice.

IX. Adjourn – 3:30pm

DocuSigned by:

Kecia Rongen

Kecia Rongen, Chair

DocuSigned by:

Lori Ramsdell-Gilkey

Lori Ramsdell-Gilkey, Member

DocuSigned by:

Jeff Patnode

Jeff Patnode, Member

DocuSigned by:

Elyse Balmert

Elyse Balmert, Member

DocuSigned by:

Jill K. Getty

Jill Getty, Member